

# T E N N E S S E E CAREERS<sup>®</sup>



## Career Cluster Guide

2008-2009

# Four Steps to Career Success

## About the Finance Career Cluster

Careers in the Finance Career Cluster encompass planning and services related to financial and investment planning, banking, insurance, and business financial management. Occupations and industries in this cluster are grouped in the two programs of study that you see on the next page.

# GET STARTED TODAY!

1

### Assess Yourself

Identify your strengths. Then compare them with job expectations in favorite fields.

2

### Check the Labor Market

See how a specific occupation fares in Tennessee. Turn to pages 4 and 5.

3

### Find Schools and Educational Programs

Find information on education, training, financial aid, and licensing. See pages 6 and 7.

4

### Find Employers and Job Openings

Check out the Web sites below or visit your local career centers to find out about opportunities in Tennessee.

## Free Online Resources to Explore Careers

Tennessee Career Information Delivery System (TCIDS): <http://tcids.tbr.edu/>

KUDER Tennessee College and Career Planning System prepared by edamerica:

<http://www.planningyourdreams.org/>

Tennessee Department of Labor and Workforce Development:

Education, wages, jobs and more: <http://www.sourcetn.org>

Youth pages: <http://state.tn.us/labor-wfd/youth>

Career Center locations: <http://www.state.tn.us/labor-wfd/cc/>

Tennessee Department of Education, Career and Technical Education: <http://www.tennessee.gov/education/cte>

Online Tennessee Board of Regents ROCC Virtual Career Center: <http://careers.rodpc.org/>

College for TN, powered by xap: <http://www.collegefortn.org/>



SECONDARY PROGRAMS OF STUDY*	Specific Occupations
<b>Banking and Finance</b>	<ul style="list-style-type: none"> <li>• Actuaries</li> <li>• Bill and Account Collectors</li> <li>• Claims Adjusters, Examiners, and Investigators</li> <li>• Credit Analysts</li> <li>• Credit Authorizers, Checkers, and Clerks</li> <li>• Economists</li> <li>• Financial Analysts</li> <li>• Financial Managers</li> <li>• Financial Specialists, All Others</li> <li>• Insurance Appraisers, Auto Damage</li> <li>• Insurance Claims and Policy Processing Clerks</li> <li>• Insurance Sales Agents</li> <li>• Insurance Underwriters</li> <li>• Loan Counselors</li> <li>• Loan Interviewers and Clerks</li> <li>• Loan Officers</li> <li>• Market Research Analysts</li> <li>• New Accounts Clerks</li> <li>• Survey Researchers</li> <li>• Tellers</li> </ul>
<b>Financial Planning</b>	<ul style="list-style-type: none"> <li>• Brokerage Clerks</li> <li>• Personal Financial Advisors</li> <li>• Securities, Commodities, and Financial Services Sales Agents</li> <li>• Tax Preparers</li> </ul>



# Finance Jobs in Tennessee

Title	Basic Description	Projected Total 2014 Employment	
Source: See footnote #2.	Source: See footnote #2.	Source: See footnote #1.	
<b>Claims Adjusters, Examiners, and Investigators</b>	Review settled claims to determine if settlements were made according to company practices. Report irregularities. Confer with legal counsel on claims requiring litigation.	<b>4,660</b>	
<b>Credit Analysts</b>	Analyze credit data and financial statements of individuals or firms to determine the degree of risk involved in extending credit or lending money. Prepare reports for use in decision making.	<b>1,190</b>	
<b>Economists</b>	Conduct research, prepare reports, or formulate plans to help solve economic problems. Collect and process economic and statistical data using econometric and sampling techniques.	<b>100</b>	
<b>Financial Analysts</b>	Conduct quantitative analyses of information affecting investment programs of public or private institutions.	<b>2,680</b>	
<b>Financial Managers</b>	Plan, direct, and coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.	<b>16,160</b>	
<b>Insurance Appraisers, Auto Damage</b>	Appraise damage to determine cost of repair for an insurance claim settlement and seek agreement with repair shop on cost. Prepare forms to indicate repair cost or estimates and recommendations.	<b>430</b>	
<b>Insurance Sales Agents</b>	Sell life, property, casualty, health, automotive, or other types of insurance. May refer clients to independent brokers, work as an independent broker, or be employed by an insurance company.	<b>7,070</b>	
<b>Insurance Underwriters</b>	Review individual applications for insurance to evaluate degree of risk involved and determine acceptance of applications.	<b>1,370</b>	
<b>Loan Counselors</b>	Provide guidance to loan applicants who have problems qualifying for traditional loans. Guidance may include determining the best type of loan and explaining loan requirements or restrictions.	<b>700</b>	
<b>Loan Officers</b>	Evaluate, authorize, or recommend approval of commercial, real estate, or credit loans. Advise borrowers on financial status and methods of payment.	<b>6,000</b>	
<b>Market Research Analysts</b>	Research local, regional, or national market conditions to determine potential sales of a product or service. Use results to create a marketing campaign.	<b>1,980</b>	
<b>Personal Financial Advisors</b>	Advise clients on financial plans utilizing knowledge of tax and investment strategies, securities, insurance, pension plans, real estate and clients' financial status and objectives.	<b>1,690</b>	
<b>Securities, Commodities, and Financial Services Sales Agents</b>	Buy and sell securities in investment and trading firms, or call on businesses and individuals to sell financial services. Advise customers about stocks, bonds, and market conditions, etc.	<b>4,450</b>	

1. Estimated wage and employment data are from the Tennessee Department of Labor and Workforce Development, Employment Security Research and Statistics Division ([www.sourcetn.org](http://www.sourcetn.org)).
2. Job titles and common education descriptions are from the Bureau of Labor Statistics, U.S. Department of Labor, Standard Occupational Classification System (<http://www.bls.gov/soc>).

For updated career information go to  
<http://www.sourcetn.org>.

# High Skill - High Wage - In Demand

Projected Number of New Jobs, 2004-2014	Annual Median Wage	Most Common Education/Training	Suggested Programs of Study	High Skill	High Wage	In Demand
Source: See footnote #1.		Source: See footnote #1.		See footnote #3.		
790	\$47,534	Long-term on-the-job training	Finance, General	●	●	●
150	\$42,883	Bachelor's Degree	Finance, General	●	●	●
20	\$70,968	Master's Degree	Economics: Agricultural; Business/Management, General; International; Other	●	●	
590	\$53,567	Bachelor's Degree	Finance, General	●	●	●
2,890	\$63,682	Work experience, plus Bachelor's Degree	Finance, General	●	●	●
70	\$50,579	Long-term on-the-job training	Finance, General	●	●	●
100	\$35,851	Bachelor's Degree	Finance, General	●	●	●
160	\$53,636	Bachelor's Degree	Finance, General	●	●	
110	\$38,729	Bachelor's Degree	Finance, General	●	●	
870	\$40,797	Bachelor's Degree	Finance, General	●	●	●
490	\$44,892	Master's Degree	Economics: Business/Management, General; International; Other	●	●	
340	\$60,289	Bachelor's Degree	Finance, General	●	●	●
1,350	\$71,422	Bachelor's Degree	Financial Services Marketing Operations	●	●	●

3. The suggested programs of study are postsecondary programs.



PROGRAMS OF STUDY									
	TENNESSEE COLLEGES & UNIVERSITIES								
FINANCE MAJORS*	Austin Peay State University www.apsu.edu	East Tennessee State University www.etsu.edu	Middle Tennessee State University www.mtsu.edu	Tennessee State University www.tnstate.edu	Tennessee Technological University www.tntech.edu	The University of Memphis www.memphis.edu	University of Tennessee at Chattanooga www.utc.edu/degrees.php	University of Tennessee at Knoxville www.utk.edu/academics	University of Tennessee at Martin www.utm.edu/academ.php
Agricultural Economics								M, D	
Business/Managerial Economics	B**	B	B	B	B	B		B, M, D	B
Development Economics and International Development		S							
Economics, General		B	B, M, D			B, M	B	B	B
Finance, General		B	B		B	B		B	
C = Postsecondary Awards/Certificates/Diplomas A = Associate Degree B = Bachelor's Degree									
M = Master's Degree D = Doctoral Degree S = Special Postbaccalaureate									



This chart was based upon the best available information and is intended only to serve as a general guide for educational opportunities. Department names for programs vary among schools. Refer to related cluster booklets for other possible programs. Community Colleges ([www.tbr.state.tn.us/campuses.htm](http://www.tbr.state.tn.us/campuses.htm)) offer University Parallel Programs, which may also offer opportunities for study in this field. Contact the schools' academic departments or your school advisor for current programs and degrees: [www.tbr.state.tn.us/campuses.htm](http://www.tbr.state.tn.us/campuses.htm) and <http://www.tennessee.edu/>.

For financial aid information, go to the Tennessee Student Assistance Corporation, [http://Tennessee.gov/tsac/about\\_us.htm](http://Tennessee.gov/tsac/about_us.htm), or The Source, [www.sourcetni.org](http://www.sourcetni.org) (Services for Individuals, Education Services, Financial Aid).

\* Please refer to the Business Management & Administration booklet for additional related programs.

\*\* Within the School of Business Administration

# Tennessee Licensed Occupations

Job Titles and Licenses	Contacts
<p><b>Financial Managers</b> Collection Location Manager Collection Service</p> <p><b>Loan Counselors</b> <b>Loan Officers</b> <b>Bill and Account Collectors</b> Collection Service</p>	 <p>Collection Service Board Division of Regulatory Boards Department of Commerce and Insurance Davy Crockett Tower, 6th Floor 500 James Robertson Pkwy. Nashville, TN 37243 (615) 741-1741</p>
<p><b>Credit Authorizers, Checkers and Clerks</b> <b>Loan Interviewers and Clerks</b> Limited Insurance Representative</p> <p><b>Insurance Sales Agents</b> Accident &amp; Health Insurance Agent Casualty Insurance Agent Industrial Fire Insurance Agent Life Insurance Agent Property Insurance Agent Title Insurance Agent</p>	 <p>Agent Licensing Section Insurance Division Department of Commerce and Insurance Davy Crockett Tower, 4th Floor 500 James Robertson Pkwy. Nashville, TN 37243 (615) 741-2693</p>
<p><b>Insurance Sales Agents</b> Auto Club or Auto Association Agent Surplus Lines Agent's License</p>	 <p>Self-Insurance/Surplus Lines Insurance Division Department of Commerce and Insurance Davy Crockett Tower, 4th Floor 500 James Robertson Pkwy. Nashville, TN 37243 (615) 532-1239</p>
<p><b>Securities, Commodities, and Financial Services Sales Agents</b> Securities Agent</p>	 <p>Securities Division Department of Commerce and Insurance Davy Crockett Tower, Suite 680 500 James Robertson Pkwy. Nashville, TN 37243 (615) 741-3187</p>

For more information on licensing requirements, go to the Tennessee Department of Commerce and Insurance,  
<http://www.tennessee.gov/commerce/>.



# Discover your talents

Tennessee Career Information Delivery System (TCIDS): <http://tcids.tbr.edu/>  
The Source: <http://www.sourcetn.org>

#### Notice

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**For more information on Career clusters:**  
<http://www.tennessee.gov/education/cte>

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**States' Career Clusters Initiative**  
[www.careerclusters.org](http://www.careerclusters.org)

